



Republic of the Philippines
Department of Environment and Natural Resources
Provincial Environment and Natural Resources Office
MIMAROPA Region
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DENR MIMAROPA
RECORDS SECTION
RECEIVED

MAY 02 2023

☐ INCOMING ☐ OUTGOING
BY: _____ DATE NO. _____
TIME: _____

April 14, 2023

MEMORANDUM

TO : Engr. Jonathan F. Gellez
Geodetic Engineer III

FROM : The Provincial Environment and
Natural Resources Officer

SUBJECT : **SURVEY ORDER NO. 2021-020 ISSUED TO ENGR. DONNA BELLE LUENGO AMENDED BY SURVEY ORDER NO. 2021-026 ISSUED TO ENGR. JONATHAN F. GELLEZ TO EXECUTE AND CONDUCT SUBDIVISION SURVEY OF LOT 151 AND 155, CCS - 4B-002267 LOCATED AT MALATGAO, NARRA, PALAWAN (RDATS No. P-2023-102302)**

This refers to the Memorandum dated April 3, 2023, signed by Regional Executive Director Lormelyn E. Claudio, CESO IV concerning the issued Regional Special Order No. 189, series of 2022, replacing you as the Chief of Surveys and Mapping Unit of PENRO Palawan.


This Office believes in your capabilities in performing your duties and responsibilities as Engineer III of this agency. However, it is a management prerogative decision in the best interest of the office. Your alleged incompetency was never raised by this office.

Further, PENRO Special Order No. 2023-004, series of 2023 dated January 10, 2023 created a Survey Team for Palawan, wherein you are designated as the Team Leader with members covering survey activities and other related concerns of CENROs of Puerto Princesa, Quezon, and Brooke's Point, all of Palawan (Attached copy of PSO).

Anent of the above, you are instructed to provide support to the Survey and Mapping Unit and other concerns of DENR Palawan.

For information, and compliance.


FELIZARDO B. CAYATOC

DENR-PALAWAN
PENRO-RECORDS
RELEASED
By: 
Date: 9 APR 2023 CN 23-3259



January 10, 2023

PENRO Special Order

No. 2023- 0041
Series of 2023

SUBJECT : CREATION OF PENRO SURVEY TEAM

In the interest of the service and in order to augment the work force of the PENRO Surveys and Mapping Unit, a PENRO Survey Team is hereby created to compose of the following:

Team 1

Coverage: CENRO's Roxas, Taytay &
Calamianes Group of Island
Team Leader: Engr. Donna Belle E. Luengo
Asst. Team Leader: Engr. Marian Lachica

Members:

Cesar Rancap
Leonardo Jaurigue
1 GIS of each CENRO's
1 Rep. of RPS/MES/CDS/ of each CENRO's
1 CENRO Engineering Aid

Team 2

Coverage: CENRO's Puerto Princesa City,
Quezon & Brooke's Point
Team Leader: Engr. Jonathan F. Gellez
Asst. Team Leader: Engr. Ronel Pampo

Members:

Cesar Rancap
Leonardo Jaurigue
1 GIS of each CENRO's
1 Rep. of RPS/MES/CDS/ of each CENRO's
1 CENRO Engineering Aid

The team shall perform the following:

1. Team Leader
 - a. Responsible in the formulation of Annual Work Plan and completion of the assign target per Work and Financial Plan (WFP).
 - b. Supervise in the execution of the following surveys;
 - b.1 Public Land Surveys (PLS) covered by Survey Order
 - b.2 Request from Court or government agencies including academe
 - b.3 Instructions from higher office
 - b.4 Request from field offices subject for evaluation and approval of the PENRO
 - c. Supervise the survey team and responsible for the early completion of the assigned task.
 - d. Perform other function/s as instructed by immediate supervisor or the PENRO.
2. Assistant Team Leader
 - a. Execute the surveys and responsible for the preparation of complete survey returns and completion reports for evaluation of the team leader.
 - b. Responsible for the proper handling and safety of the survey instrument.
 - c. Perform other functions assigned by the team leader.
3. Team Members
 - a. Provide the reference documents needed in the conduct of the surveys.
 - b. Assist in the execution of the surveys.
 - c. Perform computation and drafting activities.
 - d. Does other functions assigned by the team leader.

The team shall at all times observe and protect the interest of the government.

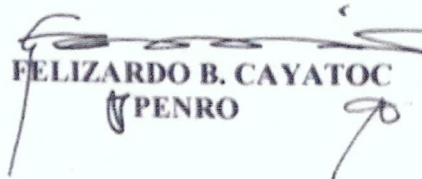
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All CENRO's are hereby directed to extend full assistance to the team by providing relevant information and documents to facilitate completion of the task.

The team shall submit the complete survey returns thirty (30) days after the execution of Public Land Surveys or to submit report of compliance five (5) days after completion of other type of surveys/requests.

All expenses to be incurred during the conduct of field surveys shall be charged to respective offices/other fund sources subject to usual accounting and auditing rules and regulations.

This Order takes effect immediately and shall be rescinded upon promulgation of any other policy anent this matter from higher office.


FELIZARDO B. CAYATOC
PENRO

Copy Furnished:

1. The RED/ARD-TS
2. All CENRO's